

AMHERST TOWN COUNCIL
AGENDA – WEDNESDAY, OCTOBER 14, 2015

1. Call to Order in Town Hall (7:00 PM)

2. Moment of Silence

3. Citizen Comments

Per the Town Council's policy, any individual desiring to speak before the Council who has not met the agenda deadline requirement will be allowed a maximum of three minutes to speak before the Town Council. Any individual representing a bona fide group will be allowed a maximum of five minutes to speak before the Town Council. Placement on the agenda is at the Mayor's discretion.

4. Special Matters

A. Audit Presentation – Amy Gallagher

Amy Gallagher from Davis Doyle & Hilton is scheduled her audit of the Town's FY15 financial records. The Town Council's usual procedure is to allow the report to lay over for a month to give the Finance Committee and staff time to digest the contents before accepting the document.

B. Pistol Range Use Request – Ron Staton

Ron Staton, from the Central Virginia Criminal Justice Academy is scheduled to give a report on his agency's use of the Town pistol range.

C. 6th Annual IRON 5k Run/Walk Event – Derrick Brown

Derrick Brown has asked for Town Council support for an IRON Lives, Inc. event that would occur on the afternoon of Sunday, April 10, 2016. Excerpted minutes from the December 10, 2014 Council meeting are attached for reference.

D. Public Hearing: Zoning Ordinance Amendments – Town Manager Hobbs

A public hearing on amendments to the Zoning and Subdivision Ordinance has been advertised for this meeting. After the hearing, staff suggests that the Council should consider the variance and BZA powers and duties pieces separate from the real estate sign proposal.

E. 2015 Holiday Ornament Contest – Mayor Kilgore

Carol Dziak, 211 Sunset Drive, provided the only entry to the holiday ornament contest. Staff plans to send this to the Executive Mansion as the Town's contribution to the tree that will be placed in the ballroom of that building.

5. Consent Agenda

A. Town Council Minutes – September 9, 2015 meeting

A motion to approve the minutes as submitted is indicated.

B. Correspondence

i. Industrial Development Authority – September 15, 2015 minutes

ii. Planning Commission – October 7, 2015 minutes

iii. Patteson Appeal of Board of Zoning Appeals Decision – September 29, 2015

C. Monthly Reports

i. Town Manager

ii. Director of Public Utilities

iii. Office Manager

iv. Police Chief

v. Town Attorney

6. Council Committee Reports

A. Finance and IT Committee - Mrs. Thompson

The Committee plans to meet to discuss improvements to the meals tax procedure after a proposal has been developed.

B. Public Safety Committee – Mr. Bumgarner

C. Utilities Committee – Mr. Watts

D. Community Relations Committee – Mr. Higginbotham

A proposed amendment to the snow policy and a donation request form are included in the Committee's minutes.

E. Personnel Committee – Mr. Mozingo

F. Town Hall Renovations Committee – Mayor Kilgore

Items left to complete include the Council Chamber meeting room table layout, landscaping, and the sound and video surveillance systems. Landscaping is scheduled to begin before the Council meeting. Pricing information on the table will be provided as soon as it becomes available.

7. Discussion Items

A. Urban Development Area Project – Town Manager Hobbs

A draft urban development study assistance grant contract including a scope of work is contained in the agenda package. This has been "negotiated" by the Steering Committee and discussed by the Planning Commission who is eager to get to work on the project. A more refined scope of work piece is expected before the meeting time, but staff recommends authorizing the signing of the contract subject to minor revisions by the consultant and/or funding agency.

B. Pay and Class Study– Town Manager Hobbs

A summary report on the pay and classification study and a proposal to implement it is contained in the agenda package.

C. Report on Projects – Town Manager Hobbs

Staff plans to give oral reports on the status of various projects at the meeting.

8. Matters from Staff

9. Matters from Town Council

A closed session to discuss a series of legal matters has been suggested.

10. Adjournment

A motion that would facilitate a closed session to discuss legal matters might be as follows:

I move that the Town Council convene in closed session for to go into closed session for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel per the exemption at §2.2-3711A.7 of the Code of Virginia.

To reconvene in open session:

I move that the Town Council certify that to the best of each councilors' knowledge that (i) only public business matters lawfully exempted from open meeting requirements under Title 2.2, Chapter 37 and §15.2-2907 of the Code of Virginia and (ii) only such public business matters as were identified in the motion by which the closed session was convened were heard, discussed or considered in the session.

(The second motion should be decided by roll call vote.)